

**TOWN OF FLORENCE
PLANNING AND ZONING COMMISSION
JUNE 7, 2018
REGULAR MEETING MINUTES**

MINUTES OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FLORENCE MEETING HELD ON THURSDAY, June 7, 2018, AT 6:00 P.M., IN THE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.

1. CALL TO ORDER

Chairman Pranzo called the meeting to order at 6:00 pm

2. ROLL CALL:

Chairman Pranzo	Present
Vice-Chair Frost	Present
Commissioner Smidt	Present
Commissioner Shoppell	Present

Council Liaison Hawkins Absent

3. PLEDGE OF ALLEGIANCE

4. DISCUSSION/APPROVAL/DISAPPROVAL of the minutes of the regular meeting conducted on May 17, 2018.

On motion by Commissioner Smidt, seconded by Commissioner Shoppell, and carried to approve the May 17, 2018 meeting minutes.

5. NEW BUSINESS

A. WORK SESSION/PRESENTATION AND DISCUSSION ON THE TOWN PROPOSED DRAFT TEXT AMENDMENTS TO IMPLEMENT STATE MANDATED (HB 2365) SMALL WIRELESS FACILITIES IN TOWN RIGHT OF WAY

On motion of Commissioner Smidt, seconded by Vice Chair Frost, and carried to recess regular meeting and enter into work session.

Planning Consultant Burkhardt gave a PowerPoint presentation explaining HB 2365 legislation and the statutory requirements of Towns to allow Small Wireless Facilities (SWFs) on town-owned structures located within Town rights of way.

The Commission asked questions to better understand who owns the light poles and utility poles in the rights of way, and who decides where antennas are needed, and which providers could locate SWFs.

Ryan Shaffer of 2200 S. University Blvd, Denver Colorado with the law firm of Sherman & Howard speaking on behalf of Verizon and T-Mobile. Stated that the licenses agreement authorized by the statute is non-discriminatory and allows for multiple providers to request facilities in rights of way, on the same pole.

Vice Chair Frost asked if its possible to have multiple 6 cu ft antenna facilities on the same pole? Mr. Shafer responded that yes, though he's not an engineer, but the intent of the statute is to allow collocation of SWFs on vertical structures. Chair Pranzo expressed concern of multiple SWFs of this size on the same pole. He noted the provisions allow up to four SWFs on the same pole. Mr. Shafer responded that it is unlikely due to the limited area and engineering requirements. Chair Pranzo is concerned about weight on the pole.

Mr. Burkhardt explained the Town is allowed to apply objective design criteria to conceal the equipment. If the Town does receive multiple requests to collocate on the same pole, the town will closely review the options to restrict multiple SWFs prior to taking a position.

Chair Pranzo noted that the example images shown are receiving power from the ground. In Florence, most of the power is on overhead lines. Mr. Burkhardt showed an image of a Strand-mounted antenna that attaches to overhead lines.

Mr. Burkhardt noted that the revenue is nominal due to the legislation. We can no longer enter into exclusive lease agreements for SWFs in right of way. Facilities beyond the 50' height or having a volume greater than prescribed by the statute, would fall under the Town's Zoning regulations and could be subject to an exclusive lease agreement as has been done in the past.

Chair Pranzo noted that other communities must be dealing with this statute as well and asked how they were dealing with it. Mr. Burkhardt responded that there is a consortium of communities and stakeholders meeting monthly to discuss what is being done on this front. Florence's proposed text amendments and Terms and Conditions have been modeled after some of the more developed policies from other communities, such as Avondale. Chair Pranzo noted that we will probably revisit these policies after we see a few applications come through.

Commissioner Shoppell inquired on the plans to make the public aware of this project. Mr. Burkhardt noted he is working with the towns PIO and outreach is in process. It will be available on the Towns website and staff will exercise the Towns social media and print media to push the information out to the public.

Chair Frost provided the following comments on the text:

Town Code:

- Section 120.04 E – confusing language, clarify

- 201.05 B. - nowhere is weight mentioned and could be a critical factor on the structural integrity of these poles
- 201.05 C – missing provision to review structural load calculations

Zoning Code:

- Definitions – “Monopole” – include ground equipment if it is allowed
- 150.182 B.1 - ...that the tower (insert: “and attached equipment”) is designed to...
- 150.183 B – require contact info on sign. Later, doc terms & conditions says “may”, Town should consider it required

Terms & Conditions:

- 1.8 Monopole definition is missing “or”
- 1.16 define “Cable Route”
- 4.5 a lot of things can be emergencies and cause traffic blockage, etc. Should be a notification to town included to address potential operations/servicing conflicts
- 4.12 contact signage allowed, should be required rather than “may be”
- Section 9 – consider annual safety training for staff or explain how this is addressed
- Typical streetlight life expectancy may be 25- 30 years, attaching equipment may cause premature aging, how does town receive compensation for wear and tear of town property? Mr. Burkhardt will review and report back to the Commission

On motion of Chairman Pranzo, seconded by Commissioner Shoppell, and carried to adjourn work session and return to regular meeting.

6. CALL TO THE PUBLIC/COMMISSION RESPONSE:

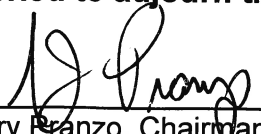
Call to the Public for public comment on issues within the jurisdiction of the Planning and Zoning Commission. Individual Commission members may respond to criticisms made, may ask staff to review a matter raised or may ask that a matter be put on a future agenda. However, members of the Commission shall not discuss or take action on any matter during an open call to the public unless the matters are properly noticed for discussion and legal action.

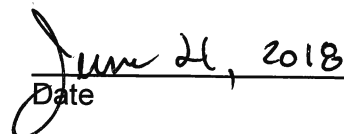
7. CALL TO THE COMMISSION-CURRENT EVENTS ONLY

Vice Chair Frost recognized a new person at the staff table. Mr. Burkhardt introduced staff Planner Maricella Benitez to the Planning Commission

8. ADJOURNMENT

On a motion of Commissioner Smidt, seconded by Commissioner Shoppell, and carried to adjourn the meeting at 6:52 pm.


 Gary Pranzo, Chairman


 Date